

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	August 20, 2002
Place of Meeting:	Sal Cracolice Building (Temporary Senior Center)

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:30pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bal Daquigan, Carlos Fabregas, Steve Lu, Bakshish Sandhu, Denny Weisgerber, Joanne Wood

Alternates Present: Frances Woodworth was seated for Albert Wang, Amanda Santos

Council Liaison Present: Councilmember Esteves

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

Commissioner Woodworth stated that there was an error on page 6, section 2.2. The last sentence should read "the fee requires 1/3 of your income plus the cost of meals five days a week". Commissioner Wood also stated that "the AARP would be having meetings in September through December" and that the minutes stated there would be no more meetings. MOTION to approve the Minutes of the July 16, 2002, Commission meeting with noted changes.

M/S Fabregas, Lu
Ayes: 8 Abstain: 1

III. FINANCIAL REPORT

Supervisor Yurchak read through the Financial Report.

MOTION to approve the Financial Report of July 31, 2002, as submitted.

M/S Woodworth, Fabregas
Ayes: 8 Abstain: 1

IV. CITIZENS FORUM

Frances Woodworth asked Supervisor Yurchak what happened to the \$5,000.00 that was designated to the SAC budget. Supervisor Yurchak stated that money was in the account but then the SAC approved approximately \$2,500.00 to be paid to Jim Burns for expenditures for the SAC Subcommittee. Supervisor Yurchak stated that she would explain item 3 under Announcements and Correspondence at this time. She stated that the SAC's request for additional funds of \$2,500.00 for SAC Subcommittee expenditures was denied by the City Council. The City Council approved \$200.00 for the SAC budget, and no other City Commissions received a budget increase this fiscal year. The \$200 is budgeted within the City Manager's budget and not included in the Commission's own budget, which is money is recorded in the SAC's Financial Report .

Jack Wust, 305 Heath Street, stated that the small classroom has poor ventilation and requested staff to investigate. He further mentioned that he thought we needed to install more flyer racks to properly display senior information.

Sura Weiner, Milpitas, asked what sort of arrangements could be made for transportation in the winter months to get to her classes. Supervisor Yurchak stated that she wasn't certain at the moment but would address this topic for a future SAC meeting. Milo Larsen suggested the possibility of a volunteer taking her to her classes. Joyce Dovlet stated that she has a similar situation.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak read the announcements as noted on the Agenda. She welcomed the new Commissioners, Denny Weisgerber and Alternate Amanda Santos and asked them to tell us a little about themselves. Commissioner Weisgerber stated that he has been a resident in the community for 40 years, served on the City Council for 12 years and was the Mayor for 6 years. Alternate Commissioner Santos stated that she had been a resident in Milpitas since 1980. She stated that she had worked in the government for many years, has 8 children, and volunteers with her grandchildren's programs.

Police Chief Lawson stated that Milpitas had its first traffic fatality this year on Calaveras Boulevard. He stated that a motorcyclist was obeying the law when he was hit by a minivan. He mentioned that a teacher from Weller School was arrested for sexually abusing minors and that there were 8 confirmed victims. Roseann Costabile stated that an officer had come to the Senior Center to talk to seniors about volunteering with the police department and any interested people should contact the police department. Frances Woodworth asked the Police Chief if Milpitas had an

Amber Alert System. Chief Lawson stated that the system is implemented statewide.

VI. AGENDA

MOTION to adopt the Agenda for August 20, 2002, Commission meeting, as submitted.

M/S Woodworth, Fabregas

All Ayes

VII. OLD BUSINESS

1. Update on the Senior Needs Assessment

Supervisor Yurchak read the background and Motion taken by the City Council as provided in the August SAC Agenda. Commissioner Lu stated he would like to see a member of the SAC as well as a staff member from the Planning department take part in the work session to establish the Senior Needs Assessment Priorities and Implementation Plan. Commissioner Burns stated he would also like a staff member from the Finance department attend the session as well. Commissioner Burns stated that he thought the proposal was reworded at the City Council meeting. Commissioner Weisgerber stated that the wording Senior Needs means Senior Center. Councilmember Esteves stated that at the City Council Meeting he did reword the proposal to say Senior Needs Facility. There was discussion whether the 2.3 acres across the street from the Senior Center on Main Street included the Devries House. Recreation Manager, Bonnie Greiner, stated that staff would investigate to see whether it includes the Devries House or not. Supervisor Yurchak stated that the City Council heard the SAC's concerns one by one and now it's time for City Council and City Staff to discuss and make decisions on how to proceed. Commissioner Weisgerber stated that further discussions should be addressed to the SAC Subcommittee.

MOTION to Accept, Receipt and File.

M/S Weisgerber, Fabregas

All Ayes

2. Discuss future SAC Projects

Chairperson Burns stated that he felt the three general categories of Senior Needs that were prioritized in the Needs Assessment were Housing, Transportation, and Senior Services and Programs, and that the Commissioners should work in teams to brainstorm. Supervisor Yurchak stated that the City Council will be discussing Senior Housing Needs at tonight's Council meeting and suggested that the SAC work with the City Council and City Staff and not against or separately. Commissioner Weisgerber stated that whomever accepts this topic should be present at tonight's City Council meeting. He further

suggested that the SAC table these items until after tonight's Council meeting to see what Council's direction might be and then discuss further at the next SAC meeting and for each Commissioner to think about what project they would like to be involved with. The Commissioners decided to take temporary assignments and could change to another category later if they chose to do so.

Commissioner Burns also mentioned to think about who would like to lead each committee.

MOTION to temporarily accept the assignments as follows and discuss further at the September SAC meeting.

1. Housing & Senior Center: Frances Woodworth, Bakshish Sandhu, and Carlos Fabregas
2. Transportation: Denny Weisgerber, Bal Daquigan, Albert Wang, and Jim Burns
3. Senior Services and Programs: Joanne Wood, Mary Banick, Steve Lu, and Amanda Santos
M/S Weisgerber, Daquigan
All Ayes

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report NRF

1.2 Nutrition Report NRF

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated that the Council would be discussing Senior Needs and priorities and how to organize the work sessions. He further mentioned that the needs assessment for the new library is complete and City Council is planning to build a new one. He stated that the last meeting at the MUSD would be held on October 1st, 2002. A ceremonial Council meeting would be held at the new City Hall on October 8th, 2002, with no serious agenda. He mentioned that the new City Hall Grand Opening would be on October 20th, 2002, and the first regular City Council meeting at the new City Hall would be on October 22nd, 2002. He stated that they would be discussing the extension of the term of Mayor from 2 years to 4 years and that they would be forming a task force from members of each City Commission to see if that would be a good idea.

**2.2 Council on Aging
Advisory Committee**

Frances Woodworth stated there was no meeting in August.

2.3 AARP

Joanne Wood stated there was no meeting in August.

2.4 Nutrition Site Council

Joyce Dovlet stated that they decided to have meetings every other month. She stated that Roseann Costabile has put out comment cards that people can fill out and put in the suggestion box on the wall regarding the food or any other topic. She stated that they discussed that the food is getting better although there are a few items on the menu that people do not like. She also mentioned that they are donating \$60.00 for restaurant gift certificates for door prizes at the Senior Dance on September 8th, 2002.

**2.5 Parks, Recreation and
Cultural Resources Comm.**

No report.

2.6 Arts Commission

No report.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 2:59pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	July 16, 2002
Place of Meeting:	Sal Cracolice Building (Temporary Senior Center)

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:30pm and the Pledge of Allegiance was recited.

Commissioners Present: Jim Burns, Carlos Fabregas, Steve Lu, Bakshish Sandhu, Albert Wang, Joanne Wood

Alternates Present: Frances Woodworth was seated for Mary Banick

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

MOTION to approve the Minutes of the June 18, 2002, Commission meeting as submitted.

M/S Fabregas, Woodworth
All Ayes

III. FINANCIAL REPORT

Supervisor Yurchak read through the Financial Report.

MOTION to approve the Financial Report of June 30, 2002, as submitted.

M/S Lu, Fabregas
All Ayes

IV. CITIZENS FORUM

Frances Woodworth asked Supervisor Yurchak if Serafina Diaz had more health issues and if she was staying with her daughter. Supervisor Yurchak stated that Serafina had resigned from her position as Commissioner due to health issues, but did not know the extent of the health issues and that she believed that Serafina was staying with her daughter. Frances Woodworth also mentioned that three senior participants were in the hospital. Chairperson Burns asked Frances Woodworth and Joyce Dovlet to coordinate the information and for Joyce to send cards from the Senior Center to the participants that were in the hospital.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak read the announcements as noted on the agenda. She further added that City Engineer, Mike McNeely, prepared a statement to update the Commissioners regarding the status of the actual Senior Center. She stated that "At the direction of Council on July 2, staff is developing a Request for Proposal (RFP) for architectural services to evaluate the feasibility of rebuilding the Senior Center. We will, of course, request the architect to incorporate the Senior Needs Assessment in its evaluation. The RFP should be ready for distribution by next week. A new schedule for the project can be developed after the consultant has completed its preliminary evaluation and the City Council has provided direction, which is scheduled for September.

Environmental Health Consultants expect to have finalized reports and copies of reports for the general public by the end of this month. We will continue to update all parties on the progress of this project." She informed the Commissioners that when more reports are made available she would forward a copy to the Commissioners as well as informing the senior participants.

Supervisor Yurchak mentioned that Rainbow Theatre is working on scheduling a performance of "The Sound of Music" for the seniors and she will inform the seniors when she has more information. She also mentioned that VTA is making changes to the Outreach Paratransit program and there is a community meeting on Tuesday, July 23rd at the Milpitas Police Department Community Room for interested participants.

Police Chief Lawson stated that some months ago, Frances Woodworth brought up the topic of check washing, and there were two recent cases involving stolen checks and possible check washing. One officer was on a car stop and found 38 checks belonging to various addresses in Milpitas. The second incident was at a saving's and loan business and the person took off before the officer arrived at the scene, although the person left their I.D. and check behind. When the officer searched the person's house they found 8-9 more checks belonging to various addresses. Chief Lawson stated that these people target seniors, so please do not put your outgoing mail in your mailbox with the flag up, because they will come steal the checks out of your bills.

He further mentioned that the dispatch center has a new computerized system up and running and is working out well to better serve the public.

VI. AGENDA

MOTION to adopt the Agenda for July 15, 2002, Commission meeting, as submitted.

M/S Wang, Fabregas
All Ayes

VII. OLD BUSINESS

1. Discuss and Approve Letter content regarding Senior Needs Assessment

Chairperson Burns stated that each Commissioner had a copy of the letter that the New Senior Center Sub-Committee had prepared in response to Barbara Harison's recommendations in the Senior Needs Assessment to submit to the City Council for their review. Chairperson Burns stated that the document (Senior Needs Assessment) is basically good and it identifies important areas of senior needs but it falls short on the area of a need for a new Senior Center. He mentioned some highlighted items from the letter, such as, programs being relocated to the Community Center, Schools, The Sports Center, etc., due to limited space at the current facility. Chairperson Burns stated that this is not an option according to the New Senior Center Sub-Committee. Chairperson Burns mentioned the report suggests the extension of operational hours into the evening or weekend. However, the Sub-Committee does not see this as realistic or as a feasible option. He said he felt that Barbara Harison's report was extended into other areas, when the SAC's original proposal was for a new senior center. He further stated that the SAC is not requesting immediate funding for a new Senior Center but is requesting that City Council set aside the two parcels of land across the street from the existing Senior Center, and that land be used for a new multi-level Senior Center with housing. Commssioner Frances Woodworth mentioned the 5.8 million dollars set aside for senior housing.

Chairperson Burns stated that the 1999-2004 Capital Improvement program as noted on page 34 of the original New Senior Center Proposal states the funds of 5.8 million dollars are still available. Chairperson Burns stated that the controversial last part of the letter from the New Senior Center Sub-Committee discusses the topic of the deadly mold, and the article in the Milpitas Post which states that asbestos and lead were also found in the building. He stated that this is now a three-pronged problem and the possibility of remediation of the Senior Center is financially prohibited. He further states that the New Senior Center Sub-Committee felt that they needed to rebut Barbara Harison's report. These issues were discussed at length. Councilmember Lawson stated that staff's proposal was to remove the mold and make the facility safe, and City Council suggested looking at the situation with a new eye. He used the White House as an example because of its historical significance, and stated that we have the opportunity to do the same and rebuild a whole new structure inside the old façade. He continued by stating that they also

do not want this project to become an unending money pit. Councilmember Lawson requested that we keep an open mind and look at it creatively and use the space that will best work for the future. He further stated that the main problem would be the cost and building a new Senior Center would be vastly more expensive than 5.8 million dollars. He also mentioned that there are going to be people that will want the City to restore the existing Senior Center historically and there are people that will want a new Senior Center.

Jack Wust asked why should the seniors be stuck with an old building that doesn't work for our needs anymore.

Councilmember Esteves stated that an Adult Day Care Center is the number one need per Barbara Harrison's report and your letter as he understood it states using the old Senior Center for Adult Day Care and use the land across the street for a new Senior Center.

Chairperson Burns stated that the income from housing above a new Senior Center would help to pay for construction and this was the sub-committee's concept from the beginning and has always considered the financial aspect.

MOTION to approve Sub-committee's letter as filed and have all present Commissioners endorse it by signing it and have it submitted to City Council for their consideration.

M/S Lu, Woodworth

All Ayes

Supervisor Yurchak told the SAC to submit the letter to her and she will include it in the ARS for City Council.

Councilmember Livengood stated that the issues discussed are important. He further mentioned that in 1975 there was no Senior Center and he asked City Council for a study to find a Senior Center for Milpitas, then in 1977 City Council approved the existing location. He stated that the City Manager requested the renovations and remediation of the mold, and now City Council would like to take it to the next level and create a new functional Senior Center. He further stated that they might possibly have the City condemn the road that runs behind the facility and extend the building back, or use the vacant land on the other side of the street. There are many possibilities and the main issue is cost. He further stated that it is time for a new Senior Center.

Ed Connor suggested that the whole area North of Calaveras Boulevard become a Senior Complex.

2. Discuss future SAC Projects

Chairperson Burns stated that he passed out an information sheet regarding ideas for future SAC projects and asked the Commissioners to review it and they could discuss it further at a future SAC meeting. MOTION to reagendize the discussion of future SAC projects.

M/S Lu, Fabregas
All Ayes

VIII. NEW BUSINESS

1. "SAFE" presentation

Russ Cherry, Commissioner of the Citizens Emergency Preparedness Advisory Commission (CEPAC) stated that Councilmember Esteves suggested he give a presentation of the SAFE (Strategic Actions for Emergencies) program. He stated that the program is designed to better prepare our citizens of Milpitas for emergencies. They provide a training program within neighborhoods to work as a unit in emergency situations. The program consists of 6 meetings, which are one night a week for 2 ½ hours and a graduation program. He mentioned that he distributed information to all SAC Commissioners for them to review at home and then get together with their neighbors and/or Home Owner's Association to see if they can spark interest. If a neighborhood is interested contact them and they will come out for a more detailed presentation.

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak informed the SAC that currently no classes are cancelled although some classes are relocated to the Community Center and Terrace Gardens. She further mentioned that Case Manager, Lechi Nguyen served 586 clients in the month of June. She stated that 139 clients requested assistance for the home energy program and 102 clients requested assistance for general housing or section 8. She stated that the Nutrition Program served 1,227 meals for the month of June with an average of 61 participants a day. She announced that the Grand Opening of City Hall is scheduled for October 20, 2002, from 1-4pm and the City is looking for Commissioners to volunteer to give guided tours.

1.2 Nutrition Report

Included with Senior Center Report.

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated the completion date for City Hall is in September with the Grand Opening in October and would like the SAC to be front and center of City Hall for the opening. The Library Assessment Study draft is available. He mentioned that the Sports Center is being well used this summer and reminded the SAC to take advantage of their free membership. Councilmember Esteves stated that he and Councilmember Lawson are working on the issue of the Brown Bag Program and their continued services at the Sal Cracolice Building.

**2.2 Council on Aging
Advisory Committee**

Frances Woodworth stated that their guest speaker was Renee Coats of Silicon Valley Independent Living. She mentioned that they evaluate individuals needs and provide assisted living devices and other assistance to disabled people to help them live more independently. They receive funding through non-profit agencies, grants, fees, and individual donations. Frances also stated that a new retirement center opened in Santa Clara, called Liberty Towers. The fee requires ½ of your income along with meals five days a week.

2.3 AARP

Joanne Wood stated the meeting in June was good. The next meeting will be the final meeting of the year although they will have a picnic and a Christmas party.

2.4 Nutrition Site Council

Joyce Dovlet stated that they discussed the food at the last meeting and the consensus was that some days it is good and some days not.

**2.5 Parks, Recreation and
Cultural Resources Comm.**

No report.

2.6 Arts Commission

No report.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 2:58pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	June 18, 2002
Place of Meeting:	Jose Higuera Adobe Building

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:15pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bal Daquigan, Steve Lu, Bakshish Sandhu, Albert Wang

Alternates Present: Frances Woodworth was seated for Serafina Diaz

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

MOTION to approve the Minutes of the April 16, 2002, Commission meeting with a correction on page 3, Item 2, to discuss future SAC projects at the June SAC meeting be postponed for the July SAC meeting.

M/S Woodworth, Lu
All Ayes

III. FINANCIAL REPORT

Supervisor Yurchak informed the SAC that Commissioner Daquigan brought to her attention a correction in the Nutrition Site Council Total. This total should read \$27.78. Frances Woodworth asked if Supervisor Yurchak received the donation from AARP in the amount of \$71.70 to cover the cost for the new bingo balls. Supervisor Yurchak stated she would further investigate and include that in the July Financial Report if necessary.

MOTION to approve the Financial Report of March 31, 2002, as submitted, noting the correction of the Nutrition Site Council expenditures to read \$27.78.

M/S Wang, Woodworth
All Ayes

IV. CITIZENS FORUM

Chairperson Burns requested to delay citizens forum until after Barbara Harison's Senior Needs Assessment report.

**SENIOR ADVISORY COMMISSION
June 18, 2002**

Councilmember Esteves stated that we should allow the public to discuss any items not on this agenda. No one requested to speak.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak read the announcements as noted on the agenda. She announced that Mike McNeely, the City Engineer, was here to give an update on the old Senior Center. Mike McNeely stated that during the developmental stages of renovation plans they found mold and are conducting extensive research and testing to properly correct the problem. They hired a certified industrial hygienist as well as a second peer review hygienist to review the original report. They have also found additional mold in minor amounts, which will require additional remediation work. He further stated that they are still in the process of evaluating the remediation and renovation and looking at this extensively to cover all bases. He mentioned that they would be up front with all information. As soon as they know the direction and work schedule they will inform everyone involved. Mike further mentioned that one type of mold found was the controversial, Stachybotrous mold, and if you have experienced any symptoms to see your physician. He continued to state that mold is not an exact science and that it is up to your physician to say if it is harmful. Sura Weiner questioned whether her breathing problems could have been caused by this mold. Mike McNeely told her to see her physician. Commissioner Wang stated that we shouldn't use that building and build a new facility. Jack Wust asked what type of remediation would be done. Mike McNeely stated that they would remove walls that contained mold under environmentally safe conditions, as well as removing anything that contained mold and continued to say that they will do whatever is necessary to make the building correct. Sura Weiner asked about the ventilation system. Mike informed her that they were thoroughly checking it. Chairperson Burns asked if they would receive any written progress report on this matter. Mike answered, yes. Andrea Dorey asked if a report stating the genus and species of the mold was available or would be available? Supervisor Yurchak stated she would take an interest list and make sure a copy of that report got to the interested parties. Commissioner Wang asked when the building would be roughly usable. Mike McNeely stated he didn't know at this particular time and that he is still getting the schedule evaluated, and once they have more information on a work schedule, they will advise.

Police Chief Lawson stated he had a couple of items to report. The first item was the vandalism of St. Augustine Park. This park had over 1 million dollars put into renovations and vandals sprayed a substance similar to paint on the new equipment. Reward posters were posted and three individuals admitted to committing the vandalism. He stated that he met with the DA and they are going after the individual's parents, who are Milpitas residents, for restitution and the kids were arrested. He mentioned the second item occurred on Montague Expressway where a group called the Council on Islamic Nations, who is building a temple similar to the Jain Temple on Main Street had their construction trailer vandalized. Chief Lawson stated that this is considered to be a hate crime and they are patrolling this area more frequently. Chief Lawson advised the group to secure the construction site with a six-foot fence with lighting. There is a reward to find vandals.

VI. AGENDA

MOTION to adopt the Agenda for June 18, 2002, Commission meeting, as submitted.

M/S Woodworth, Wang
All Ayes

VII. OLD BUSINESS

1. Senior Needs Assessment Presentation by Barbara Harison

Supervisor Yurchak announced that Barbara Harison, Consultant was here to give the final presentation on the Senior Needs Assessment Study. Felix Reliford, Principal Housing Planner for the City of Milpitas recapped the planning and preparation that occurred to obtain information regarding the needs of the senior citizens that reside in Milpitas. He further stated that the report prepared by Barbara Harison, Consultant, reflects Milpitas in a favorable light in comparison to other cities included in the report. He further stated that staff would like the SAC to listen to the presentation, then comments will be forwarded to City Council along with minutes from today's meeting. He mentioned that there will things you like and dislike about the report but there are a variety of seniors within the community with various needs, some have housing needs, some have transportation needs and some want a new senior center, so please view this report in a comprehensive manner. He asked that the SAC accept this report and it will be forwarded to City Council for their review and they will give direction as to how to proceed. Barbara Harison, Consultant, presented the highlights of the report. A copy of the report is available at the Senior Center office for anyone interested in viewing it. She stated that all cities provide services differently and no cities were the same, but that Milpitas does compare favorably to other cities and Milpitas spends more on their seniors per person than any other city in the report.

Sura Weiner commented that if the money the City contributes to Outreach is used up within six months then the riders go back to paying the full fare. Sura further mentioned that since the Senior Center had to be moved to a temporary location and classes are relocated to various sites, it puts a hardship on people that use buses for transportation, because some buses do not drop off at some locations and some people cannot walk the extra distance. Various senior issues and concerns were discussed at length.

Chairperson Burns stated that staff's recommendation is to accept the Senior Needs Assessment, which he feels rejects the concept of a new Senior Center. Recreation Manager, Bonnie Greiner, stated that staff uses the term, "accept the report" not to mean we're implementing the report. She explained that it means you heard the presentation of the report given by Barbara Harison, Consultant, you may agree or disagree, and your comments will be submitted to City Council. Chairperson Burns stated that SAC's original proposal that went to City Council specifically supported the need for a new Senior Center and Barbara Harison's report states there is no need for a new Senior Center. He stated that the City Council should compare the SAC's original proposal versus Barbara Harison's report. Bonnie Greiner stated that the City Council would review both reports along with any additional comments. Chairperson Burns stated that the SAC would compose a letter with their comments for the City Council. Sura Weiner stated that Barbara Harison's report suggests she get farmed out to three different locations, bringing her guitar and supplies on two buses, then I can't come to the temporary location to have lunch and socialize. Councilmember Esteves informed the SAC that they need to decide as a Commission to delegate to the Sub-Committee the formulation and response to the City Council in the form of a letter. Commissioner Lu's issue with the report is that it didn't emphasize the need for a new senior center and in his opinion the SAC should reject the report from a standpoint that the SAC's original request was to build a new senior center. Commissioner Daquigan stated that the report had excellent suggestions and recommendations but there was no mention of a new Senior Center building. Commissioner Wang stated that he felt it was a shift packet, and that the SAC's original target was to build a new senior center. Commissioner Burns stated that the report was excellent for a lot of reasons but it was a diversion and does not address the new senior center proposal. Commissioner Banick stated that possibly City Council has approved so many other expenses, such as, a new City Hall and Library, and therefore they can't afford to build a new senior center, and the possibility of a new senior center gets pushed aside. Commissioner Sandhu stated that Barbara Harison's report doesn't give a clear recommendation. Alternate Commissioner Woodworth stated that the Needs Assessment was wonderful regarding all items although the SAC's primary goal was a new senior center. The other

items became a priority rather than a new senior center and therefore she suggests the SAC reject the report because it wasn't what they wanted. Sura Weiner stated in response to Commissioner Banick's statement, funds were allocated for senior housing, so there should be money available to build a new senior center. Commissioner Burns added that funds were specifically allocated to that land and that money could be transferred. Felix Reliford reminded the Commissioners that the report is comprehensive in nature and there are other items included in the report that are important to other citizens within the community, such as housing and transportation, and you shouldn't reject the whole report just because your main item wasn't focussed upon. Commissioner Lu stated that this report will highly influence the City Council and therefore he rejects it.

MOTION for the Senior Advisory Commission Sub-Committee to prepare a letter based on the views of all SAC members regarding the Senior Needs Assessment and present the letter to the City Council at the July 2nd, 2002, City Council meeting.

M/S Lu, Woodworth

All Ayes

**2. Update from SAC
Regarding participation
In July 4th Parade**

Commissioner Burns stated that he turned the parade application in to Cherie at the Senior Center office and they will be riding in a car with banners.

VIII. NEW BUSINESS

**1. "Give Seniors A Break"
Sign presentation by
Councilmember Esteves**

Councilmember Esteves stated that Linda Rabe of the Arts Commission came across a senior pedestrian crossing sign in another city and felt it would be useful in areas within the City of Milpitas where seniors frequently cross the street. A sample picture of the pedestrian sign was passed among the commissioners.

MOTION to recommend to City Council the approval of installation of senior pedestrian crossing signs similar to the one presented by Linda Rabe.

M/S Lu, Daquigan

All Ayes

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak informed the SAC that only 3 classes had been cancelled due to our move to the temporary facility. She further stated that they had seen a decline in Nutrition participants especially on Monday and Tuesdays. She also mentioned that staff is providing a shuttle service from the old Senior Center to the temporary location about five times a day, with three morning pick-ups and two afternoon drop-offs. Supervisor Yurchak thanked staff for the smooth transition.

1.2 Nutrition Report

Included with Senior Center Report.

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated that the City Hall project completion date is set for the end of September and at tonight's meeting they are requesting an additional funding of \$950,000 for additional construction expenses. He also mentioned that the Milpitas Arts and Wine Festival is scheduled for August 17 and 18, 2002, and will be held on Milpitas Boulevard. Councilmember Esteves stated that he would like to attend the SAC Sub-Committee's next meeting and for a Commissioner to advise him of the date and time. He told the SAC members to send their comments to the Sub-Committee and to be sure their comments will be included in the letter that will be submitted to the City Council.

2.2 Council on Aging Advisory Committee

Frances Woodworth relinquished her report due to the extended nature of today's meeting, and further stated that there would be no COA meeting in the month of July.

2.3 AARP

Andrea Dorey requested that City staff open the facility at 1pm, so their meeting could begin at 1:30pm. She further stated that this meetings topic would be on fashions that travel well and health checkpoints.

2.4 Nutrition Site Council

Joyce Dovlet stated that five people attended the meeting and that they discussed the food. She mentioned that many people didn't care for the new item called couscous. She also stated that they didn't have enough coffee on that day. Supervisor Yurchak informed them that the day of their meeting fell on Brown Bag day and therefore many brown bag participants drank the coffee. Staff can only plug one coffee pot in at a time, or they will blow a circuit, so please be patient and more coffee will be served.

**2.5 Parks, Recreation and
Cultural Resources Comm.**

No report.

2.6 Arts Commission

Linda Rabe announced that on Friday the Community Band would be performing a free concert at 8:00pm, she mentioned that Rainbow Theatre would be celebrating their 20th anniversary. Linda also stated that the Arts Commission lost their staff liaison, AmyBeth Ogden, who resigned with the City to go to school out of state. She mentioned a local artist is currently showing their work and a China painter will be showing in early spring.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 4:00pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	April 16, 2002
Place of Meeting:	Milpitas Senior Center, Dance Studio

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:15pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bakshish Sandhu, Albert Wang, Joanne Wood

Alternates Present: Frances Woodworth was seated for Bal Daquigan

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

MOTION to approve the Minutes of the March 19, 2002, Commission meeting.

M/S Wood, Woodworth
All Ayes

III. FINANCIAL REPORT

Supervisor Yurchak informed the SAC that the finance department had completed the reconciliation of the SAC and Nutrition Site Council accounts and there were a couple of adjustments. She stated there was a .36 cent addition to the Nutrition Site Council account, as well a deduction of \$61.64 from the SAC account, which was originally deducted from the Nutrition Site Council account by mistake. Lastly, there was a deduction of \$226.31 from the SAC account that should have been deducted prior to October 31, 2001.

MOTION to approve the Financial Report of March 31, 2002, as submitted.

M/S Woodworth, Wood
All Ayes

IV. CITIZENS FORUM

Roseann Costabile stated that she met with other Nutrition Site Managers to discuss the menu items. She mentioned that the comments regarding the food was good and had improved. She further mentioned that the new chef previously worked for the Hilton Hotel.

**SENIOR ADVISORY COMMISSION
April 16, 2002**

Deepka Lalwani, President of the Chamber of Commerce and a Planning Commissioner introduced herself to the SAC and announced that she will be running for a seat on the City Council, and passed out City Maps issued by the Chamber of Commerce. She mentioned that approximately 8 to 9 years ago she was involved with the Senior Center, when her mom would come for Bingo and at that time she suggested the Senior Center should serve vegetarian meals. She further mentioned that it is good for the seniors to raise their voices and let the City Council know what they want, because if they don't speak up the City Council will not be aware of their wants and needs.

Ed Connor requested to agendize the discussion of the letter that Commissioner Burns submitted to the Mayor as well agendizing the topic of a Senior Complex. He further stated that he felt that now is the time to take action. Commissioner Burns stated that under the agendized item of future projects they would discuss assigning the project of a senior complex at a future SAC meeting. Art Swanson commented on a handout in regards to Saving the San Jose Medical Center, and the fifth page discussing the sensitive issue of milking the government for false medical bills. He recommended that people write letters to the people on the first page.

Jack Wust suggested that the SAC agenda and minutes should be made available before the date of the meeting.

Supervisor Yurchak stated that they are completed, posted, and copies are available in the office 72 hours prior to the meeting.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak read the announcements as noted on the agenda. She further mentioned that Supervisor McHugh would be leading a Public Forum on Thursday, May 9, 2002. Police Chief Lawson was not at the meeting to give a report.

VI. AGENDA

MOTION to adopt the Agenda for April 16, 2002, Commission meeting, as submitted.

M/S Wood, Wang
All Ayes

VII. OLD BUSINESS

1. Update on Senior Needs Assessment

Supervisor Yurchak stated that at the last meeting Councilmember Esteves suggested a couple of items be included in the Senior Needs Assessment. One item was to identify the number of planned and actual housing units in Milpitas and the other item was to include the senior services provided by both the City and non-city organizations. Staff has conferred with Councilmember Esteves and this information

will be included in the Senior Needs Assessment and therefore the completion deadline has been extended. Supervisor Yurchak and Felix Reliford are working on obtaining the information back from other cities and then they will compile the information and forward it to Barbara Harison. Supervisor Yurchak stated that staff is looking at obtaining a draft of the report from Barbara Harison mid May, then a special meeting will most likely be held on May 14, at 1:15pm for the SAC to review the draft. The final report would then go to City Council in June. She mentioned that they are trying to coordinate the schedule with Barbara Harison and as soon as the schedule is confirmed, staff will advise the SAC.

Councilmember Esteves asked Chairperson Burns if all of his concerns had been addressed regarding the Senior Needs Assessment. Chairperson Burns said yes. Councilmember Esteves stated that the SAC should appreciate staff for all their work regarding the project. Chairperson Burns thanked staff.

2. Discuss future SAC projects

Chairperson Burns stated that this discussion would be brief due to five absent Commissioners. He further reminded the Commissioners that they had previously discussed assigning special projects to each Commissioner to research and report back to the Commission.

The following project topics were assigned to SAC Commissioners:

1. Walk a Golden Mile fundraiser, Frances Woodworth
2. Cemetery in Milpitas, Jim Burns
3. Computer class program, Albert Wang
4. Elder Abuse, Joanne Wood

Other topics such as, free shuttle service, adult daycare center, senior services, homeless seniors, new senior center & complex, and recruitment of new members will be discussed and assigned to Commissioners at a future SAC meeting.

MOTION to agendize for the June SAC meeting further discussions of SAC projects.

M/S Woodworth, Wood

All Ayes

VIII. NEW BUSINESS

1. Discuss SAC participation

Supervisor Yurchak stated that the 4th of July Parade, down

in the July 4th Parade

Main Street, would be held on Thursday, July 4th, 2002, and staff is asking the SAC to participate. Supervisor Yurchak mentioned that she gave each Commissioner a copy of the parade application which lists a variety of options of how the SAC can participate. She further suggested that the SAC appoint a leader to fill out the parade application and organize their participation in the parade. The topic was discussed at length.

MOTION to have the SAC participate in the 4th of July Parade.

M/S Banick, Wood

All Ayes

2. Update from the New Senior Center Sub-Committee

Chairperson Burns stated that the last meeting of the New Senior Center Sub-Committee was held on March 27, 2002, and the discussions were of recent events as they related to the progress of the new Senior Center proposal. He mentioned that they received the accurate square footage of the Milpitas Senior Center, which is 9,205 feet excluding the patio area. He further mentioned that they discussed his unofficial visit to the Mountain View Senior Center and a staff member told him unofficially that they are discussing tearing down the Mountain View Senior Center because it isn't meeting earthquake specifications and that they will install modules while under construction. Supervisor Yurchak stated that she recalled Commissioner Burns telling her that Mountain View had built a new Senior Center, he replied, "No". Chairperson Burns stated they had discussed the Barbara Harison presentation and the Brown Act as it pertains to sub-committees. He asked Supervisor Yurchak if she had information from the City Attorney to hand out regarding the Brown Act as it pertains to sub-committees. Supervisor Yurchak stated that this information is reviewed in the SAC minutes. Chairperson Burns stated that they discussed counters to Barbara Harison's report whether there was sufficient space at the Milpitas Senior Center as compared to other cities. He then stated their meeting was adjourned. Supervisor Yurchak asked the Commissioners if they felt the need to continue with the Sub-Committee because they seem to be discussing items, which are agendaized SAC items that are already being discussed and therefore could be in violation of the Brown Act. Commissioner Burns stated that he is confused about the regulations as pertaining to sub-committees and he is waiting to receive more information from the City Attorney. Supervisor Yurchak stated that the Sub-Committee still needs to follow the Brown Act because they are a City Commission. Commissioner Burns also stated that he felt that it seems that staff does not want the Sub-Committee to exist. Supervisor Yurchak clarified that she was only concerned that they were duplicating their efforts and could be in violation of the Brown Act. Commissioner Burns stated that he wanted to wait until he received a copy of the draft report from Barbara Harison. Councilmember Esteves asked Commissioner Burns how many

Commissioners are on the Sub-Committee and Commissioner Burns stated that Commissioner Lu, Commission Daquigan and himself serve on the Sub-Committee. Councilmember Esteves further stated that if more Commissioners attend the Sub-Committee meetings they are not allowed to participate in the discussions, otherwise, they would be in violation of the Brown Act, because they would have formed a quorum (5 members of the Commission). Supervisor Yurchak also stated that it is the Sub-Committees responsibility to post an announcement that the Sub-Committee is meeting at least 72 hours prior to their meeting. Commissioner Burns thought that staff was handling that because the meetings were listed in our database. Supervisor Yurchak informed him that it is the Sub-Committee's responsibility and that if he gives the announcement to staff then staff will post it for them. Art Swanson mentioned to the Commissioners that on pages 4 and 5 of the SAC minutes, a detailed explanation of the Brown Act is given as it pertains to Commissions and sub-committees.

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak stated the Senior Center Potluck would be held on April 25, 2002. She further mentioned that many activities are planned for the month of May to celebrate Older Americans month. The two major events are the Health Fair and the Open House. She mentioned that there are nine health organizations that have confirmed to participate in the Health Fair, which is scheduled for May 9th. She also stated that if you bring a coupon on May 16th to the Senior Center you would receive \$1.00 off your new Activity Card.

1.2 Nutrition Report

Supervisor Yurchak stated that there was 21 serving days in the month of March and that 1,743 meals were served. They had 16 new participants and gave 290 rides in the new Senior Center Van.

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated that at this evening's Council meeting they would be considering and possibly approving CAC's recommendations for the CDBG. He further stated that within the recommendations is approximately \$185,000 towards the Milpitas Senior Center for renovations and improvements. He mentioned that the Civic Center project completion date is scheduled for the end of September and at the last Council meeting staff requested additional funds for the project completion. At that time City

Council denied the request and asked the staff to provide a report back as to how they can cut costs. He mentioned that Council would be considering the possibility of a second Bart Station in Milpitas around the Calaveras area and they will give three alternate locations to select from and City Council will make their recommendation and then a study would be conducted. He stated that in July City Council would be approving a new budget and staff will be purchasing some American Flag Banners to hang along Calaveras, Park Victoria, and Main street to be hung for patriotic events. The Rotary Club is sponsoring a carnival to benefit the youth and will be held at the Milpitas Towne Centre on May 16-19, 2002. He further stated that the City Council has approved the Child Care Master Plan.

2.2 Council on Aging Advisory Committee

Frances Woodworth stated that the COA guest speakers were Al Traugott and Roz Dean of the San Jose Medical Center Coalition. She stated that the San Jose Medical Center is one of the busiest hospitals in the area and is in threat of closure due to legal issues with Columbia HCA. Frances stated that she has petitions available to help keep the hospital open. For more detailed information ask the front office to see the detailed report.

2.3 AARP

Joanne Wood stated that the AARP meeting would be held on April 18th, at The Adobe Building at 1:30pm. She stated that Connie Corales of HICAP would be giving a presentation regarding changes in Medicare and HMO's and a second speaker would be discussing long-term care insurance.

2.4 Nutrition Site Council

No report.

2.5 Parks, Recreation and Cultural Resources Comm.

Linda Rabe stated that they are completing the month of the Young Child and the PRCRC toured many child care facilities within the City and suggested that next year the PRCRC invite the seniors to tour these facilities as well, so they are aware of the level of service provided within the City's Child Care program. She further mentioned that the children's art is displayed at the Community Center through the end of April. Commissioner Rabe stated that on Thursday, April 18th, from 5 to 8pm there would be an opening at the Phantom Art Gallery with a new artist and refreshments will be served. At next Monday's meeting the PRCRC will be reviewing 14 applications for Grants for the Arts. There will be another Commission meeting on April 24th to review and consider artwork for the light rail displays.

2.6 Arts Commission

No report.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 3:08pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	March 19, 2002
Place of Meeting:	Milpitas Senior Center, Dance Studio

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:17pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bal Daquigan, Carlos Fabregas, Steve Lu, Bakshish Sandhu, Albert Wang, Joanne Wood

Alternates Present: Frances Woodworth was seated for Serafina Diaz

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

MOTION to approve the Minutes of the February 19, 2002, Commission meeting.

M/S Fabregas, Wang
All Ayes

III. FINANCIAL REPORT

MOTION to approve the Financial Report of February 28, 2002, as submitted.

M/S Wang, Fabregas
All Ayes

IV. CITIZENS FORUM

Frances Woodworth stated that she would be reporting on Senior Safety during her Council on Aging report and asked Police Chief Lawson if he would like to comment. Chief Lawson stated that people are going to try to take advantage of you, and you need to be aware and suspicious. Do not put yourself in a situation where someone may rob or take advantage of you.

Art Swanson, 311 Carnegie Drive, Milpitas, mentioned that he read an article about a new natural cancer cure. He further stated that he had an order form and would like the Senior Center to purchase some health pamphlets for the seniors. He also requested an area of the Senior Center where health information can be displayed.

Supervisor Yurchak stated that there is a bulletin board in the courtyard where the office staff has been posting health information and the other health pamphlets are available for

**SENIOR ADVISORY COMMISSION
March 19, 2002**

seniors to take in the lounge. She further stated that if seniors have health information that they would like displayed in the bulletin board, to bring it to the office and staff will review it to see if is appropriate to display. They can also bring items to the office and seniors can check out the information and return it within a week.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak presented Frances Woodworth with a certificate for serving as liaison for Council on Aging for the Senior Center. Supervisor Yurchak read the announcements as listed on the March Agenda. Commissioner Lu mentioned that a couple of participants tried to join the Bridge Club and the leader was rude to them and then they waited two hours and still couldn't play. Supervisor Yurchak stated she would talk to the leader and explain to him that the Bridge Club is open to all participants. Commissioner Wood asked if the Senior Center was still offering quarterly dances. Roseann Costabile stated the next dance is scheduled for June and that this year there would only be three dances.

Supervisor Yurchak stated that she has entry forms for the July fourth parade and encouraged the Commissioners to participate. Commissioner Banick suggested a float or decorated cars to represent the Senior Center.

Police Chief Lawson stated the Milpitas Police Department arrested the man responsible for the robbery at Washington Mutual Bank and are still investigating whether he may have committed three other robberies.

VI. AGENDA

MOTION to adopt the Agenda for March 19, 2002, Commission meeting, as submitted.

M/S Lu, Fabregas

All Ayes

VII. OLD BUSINESS

1. Update on Senior Needs Assessment

Supervisor Yurchak informed the Commissioners that the information they provided to Barbara Harison was very helpful. She further stated that the City of Mountain View would be included in the Senior Needs Assessment. Supervisor Yurchak and Felix Reliford will conduct the interview with the City of Mountain View. Supervisor Yurchak stated that she confirmed the square footage of the Senior Center excluding the courtyard, which is 9,205 square feet. She stated that staff is looking to give a report to City Council in May and an update will be provided to the SAC in April.

Commissioner Lu requested a preview of the final report before it is presented to City Council.

Councilmember Esteves informed the Commissioners that they are allowed to view the report while it is in draft stages but once the report is complete, the final draft goes to City Council before the SAC gets to review it.

Supervisor Yurchak stated that she would review the timeline of the final report versus the next Commission meeting to see if it is feasible for the SAC to review the report before the final draft is complete.

Councilmember Esteves stated that he has two more issues regarding the Senior Needs Assessment. He requested that under the topic of housing, the numbers should be distinguished between planned and actual because the City's planned housing is not a realistic number yet and it is only a concept. He further stated that within the category of Survey of Services, other cities should include the non-city provided services, because other cities provide a variety of services which are actually provided by non-profit organizations and the City of Milpitas provides all senior services, and therefore this category should be comprehensive.

Supervisor Yurchak stated she would follow-up on these issues and report back to the SAC.

VIII. NEW BUSINESS

1. Presentation on the Brown Act by Assistant City Attorney, Patrick Whitnell

Patrick Whitnell, the Assistant City Attorney informed the SAC that the City Attorney requested him to advise the SAC on the Brown Act. He informed the SAC that the City Council retains the City Attorneys to provide legal advice to the City Council, City Manager, and individual departments, regarding various legal matters. He stated that the Brown Act was adopted by legislature in 1953 and was named the Brown Act because the legislator that sponsored the bill's name was Brown. He mentioned that the Brown Act is also referred to as the California Open Meeting Law or the Sunshine Act. He stated that the purpose of the Brown Act is to ensure that the public's

business is conducted publicly and that decisions made by City Council, the Planning Commission, and other City Commissions are made in an open meeting, open to the public, and properly noted. This is to ensure that the public is aware of things that are going to be happening and the decisions that are going to be made at a meeting of which might be of interest to them. Also, that the public has notice and can decide whether to attend the meeting and to provide input, as well as to be able to review the conduct of the public's business. He further stated that the SAC is a standing committee that was formed by the City Council, it has a continuing subject matter jurisdiction base advising on senior issues and holds regular meetings, which is relevant for the conclusion that this committee is subject to the Brown Act. Therefore, it is important that you understand your obligations and limitations that the Brown Act places upon you while serving on the SAC. He continued to state that the agenda is probably the core of the Brown Act, which is prepared by staff. The agenda contains each of the items to be discussed at the Commission meetings and it has to be posted at least 72 hours before the scheduled meeting. Patrick Whitnell stated that he would specifically like to discuss items where the Commissioner's actions may potentially cause Brown Act violations.

He stated that the basic prohibition is that a quorum (five or more Commissioners) or a majority of the Commission can not meet outside of an open and publicly noticed meeting to make decisions or to discuss matters that are within the subject matter jurisdiction of the Commission. One situation where there might be a majority of Commissioners is called a Serial Meeting. In this situation one Commissioner might speak to another Commissioner and then that Commissioner might speak to two other Commissioners regarding a specific subject, whether it be on the telephone, via email, or in person. This is also the case for forwarding emails along to Commissioners, and at social gatherings. You need to refrain from discussing future agenda items otherwise you may be in violation of the Brown Act. He further stated that you need to adhere to the items listed on the agenda at the SAC meetings and refrain from discussing items that are not listed on the agenda and request staff to have that item placed on a future agenda. Patrick mentioned that the Brown Act does allow a quorum or a majority of Commissioners to attend other City Commission or Council meetings but to be aware that your discussions do not include matters of the SAC jurisdiction. Although, you are allowed to exercise your right as a member of the public to speak on any matter that is on the agenda. He also noted that there are penalties involved with Brown Act violations. He also wanted to emphasize to the Commissioner's that appearances are important and that they are members of a public body and are appointed by the Mayor. He strongly emphasized that making decisions behind the scenes and having discussions outside a public meeting is something

that needs to be avoided because it reflects poorly on you as individuals, the City, and the City Council. He mentioned that the SAC Commission meetings provide the forum for the Commissioner's to discuss the agenda items.

Commissioner Lu asked Patrick Whitnell about a possible Brown Act violation during the subcommittee meetings, because there are four Commissioners assigned to the subcommittee and other Commissioners might attend the meeting. Patrick Whitnell stated that the other Commissioners may attend the meeting but they cannot participate or speak at the meeting otherwise there could be possibly a Brown Act violation, when discussing subject matter that pertains to SAC agenda items. Patrick Whitnell suggested that Supervisor Yurchak attend a subcommittee meeting to notice if the meetings are being properly conducted. He further suggested to evaluate whether the subcommittee has already served its purpose since the majority of the Commissioners are attending these meetings and to dissolve the subcommittee and agenda future items for the SAC meeting.

2. Discuss and Approve the cancellation of the May SAC meeting

Supervisor Yurchak requested to have the May 2002, SAC meeting cancelled because May is National Older Americans Month and the Senior Center will be busy with a variety of activities.

MOTION to cancel the May 2002, Senior Advisory Commission meeting.

M/S Woodworth, Fabregas
All Ayes

3. Discuss future projects for the SAC to work on

Supervisor Yurchak read the background on this topic. Chairperson Burns suggested the following future projects ideas: Golden walk-a-thon, cemetery, free shuttle service, computer class/program, elder abuse, adult day care center, senior services, and homeless seniors. He further stated that he felt this would be a good way to educate each other regarding these various issues. The topic was discussed at length.

MOTION to discuss future projects for the SAC to be continued at the April SAC meeting.

M/S Fabregas, Woodworth
All Ayes

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak read the items listed in the Recreation Services report.

1.2 Nutrition Report

Roseann Costabile stated that 1,453 meals were served in the month of February and they gave 280 rides. Roseann announced

that the new Senior Bus had arrived and that it seats 20 passengers and will hold 2 wheelchairs. She stated that they had a successful St. Patty's day, serving 125 people. She announced that Cecilia is back from medical leave.

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated that the topics for the City Council meeting would be the Midtown Specific Plan update, City Hall estimated completion date extended to the end of September and are asking for more financing. The approved Housing Element concept disapproved the second house on a single property and disapproved amnesty to people that build with out approval from the City. He also mentioned that Deepka Lalwani was appointed as new Planning Commissioner.

2.2 Council on Aging Advisory Committee

Frances Woodworth stated that their guest speaker was Crime Prevention Specialist, Amarjeep Rai of the San Jose Police Department. She spoke on senior safety and prevention of being victimized by crimes. She provided a series of tips on "target hardening yourself". She told them to always be alert and looking around, and making eye contact because criminals do not want to be identified. She told them to observe the clothing, jewelry, shoes, hairstyle, height, weight, age, etc. She suggested to do things within groups of people, during daylight hours, and to not walk alone in the evening. While traveling on the bus, be alert to your surroundings. Keep your keys in your hand once you leave a building and walking to your car or home. She further mentioned to hold your purse like a football, and for men to keep wallets in their front pocket, and to wear fanny packs under a jacket or shirt.

2.3 AARP

Joanne Wood stated that the AARP meeting would be held on March 21st with a program on animal helpers. She mentioned that the February meeting had a speaker from the Green Party and that they had a good turn out for their January meeting.

2.4 Nutrition Site Council

Joyce Dovlet mentioned that Art Swanson is looking for someone to volunteer to help him transport the cans to be recycled about once a month.

2.5 Parks, Recreation and Cultural Resources Comm.

No report.

2.6 Arts Commission

No report.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 3:02pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	February 19, 2002
Place of Meeting:	Milpitas Senior Center, Dance Studio

**I. CALL TO ORDER
& PLEDGE**

Chairperson Burns called the meeting to order at 1:15pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bal Daquigan, Carlos Fabregas, Steve Lu, Joanne Wood

Alternates Present: Frances Woodworth was seated for Serafina Diaz, and Laureen Ku was seated for Bakshish Sandhu

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

Frances Woodworth would like staff to note a misspelled name in the January Minutes. Page 4, Item 1.2, the correct spelling is Isabelle Klose. Supervisor Yurchak also stated the corrections for the February Agenda items C and D should read year 2002. Staff apologized for the errors.

MOTION to approve the Minutes of the January 15, 2002, Commission meeting, with noted change.

M/S Fabregas, Wang
All Ayes

III. FINANCIAL REPORT

Supervisor Yurchak stated that the Financial Report has been broken into two sections to reflect the Nutrition Site Council's fund and the Senior Advisory Commission's fund.

MOTION to approve the Financial Report of January 31, 2002, as submitted.

M/S Lu, Daquigan
All Ayes

IV. CITIZENS FORUM

Art Swanson, 311 Carnegie Drive, Milpitas, mentioned that we should remind Senior Center participants to be courteous and civil to one another. He further stated that he has encountered situations where people are pushing while in line and participants running you over when walking through doorways. Commissioner Lu stated that he would discuss the safety and respect issues with the Chinese participants.

**SENIOR ADVISORY COMMISSION
February 19, 2002**

Frances Woodworth mentioned that "The Crossings" is accepting applications for affordable housing and a community meeting will be held at the Community Center. Felix Reliford stated that he is a sponsor of this project and if anyone has questions they can contact him.

**V. ANNOUNCEMENTS/
CORRESPONDENCE**

Supervisor Yurchak read the announcements as listed on the on the February Agenda.
Police Chief Lawson stated the police department is receiving a large amount of calls, and they are conscientiously watching the departments spending.

VI. AGENDA

MOTION to adopt the Agenda for February 19, 2002, Commission meeting as submitted, with noted changes.

M/S Fabregas, Lu
All Ayes

VII. OLD BUSINESS

**1. Update on Senior Needs
Assessment by Barbara
Harison, Consultant**

Supervisor Yurchak introduced Barbara Harison, consultant for the Senior Needs Assessment. Barbara Harison gave a presentation on the Benchmark Survey which compares Milpitas with similar cities. A copy of the presentation is available in the Senior Center office. The Commissioners discussed the report at length and their main concerns were regarding the misrepresentations of a few items. Such as, the square footage of the Milpitas Senior Center includes the courtyard area, which isn't an enclosed functional area that is used for senior programs. Also the Commissioner's felt that Mountain View should have been included in the Benchmark Survey because their demographics are similar to Milpitas. Recreation Manager, Greiner stated that she believes the City uses certain cities for the benchmark studies and that this decision was made by higher management. She will check with staff as to the reasons for Mountain View not being included in this study.

Councilmember Esteves also mentioned that many cities use outside agencies to provide services and our City provides all senior services. Barbara Harison stated that all cities provide services differently. Barbara informed the Commission that the benchmark survey is one part of the study and City staff has a draft of the study and is in the editing process. Note Receipt and File

2. Discuss and Approve

City Clerk, Gail Blalock distributed newly revised copies of the

Changes to the SAC Bylaws

SAC Bylaws. She informed the Commissioners that the items in question were highlighted in red. After a lengthy discussion most of the Commissioners decided that the SAC Commissioners should be members of the Senior Center and people wishing to vote on Senior Center issues should also be members. Gail Blalock stated that she would revise the SAC Commission applications to include the question "Are you a member of the Senior Center?" and non-members would not be excluded but then would be required to become a member by their date of appointment.

MOTION to make revisions to the Senior Advisory Commission Bylaws under Section 2 as provided by the City Clerk, Gail Blalock.

M/S Lu, Wood

Ayes 7, Nays 2 (Fabregas, Ku)

VIII. NEW BUSINESS

1. Mural Subcommittee discussion

Supervisor Yurchak read the background and recommendation as cited in the February agenda. Supervisor Yurchak stated that the back wall of the stage is used by a youth theatre group and rental groups and a mural could be damaged. Her suggestion is to postpone the mural project until the Senior Needs Assessment is completed.

MOTION to postpone discussions of the mural project until the Senior Needs Assessment is completed.

M/S Wood, Fabregas

Ayes 8, Abstain 1 (Wang)

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak mentioned that the potluck would be held on February 21, at 5:00pm and the main course would be Rosemary Chicken. She also announced upcoming trips to Nicolino's Restaurant for dinner and opera and the Rosicrucian Egyptian Museum.

1.2 Nutrition Report

Roseann Costabile stated the Nutrition Program was having a slow February and that they were averaging 82 meals a day.

2. LIAISON REPORTS

2.1 City Council

Councilmember Esteves stated that City Staff has taken over supervision of the City Hall Project and their estimated time of

completion was June or July, and they are working to stay close to budget. He mentioned that a planning commissioner had resigned and the Council would be discussing a new appointee. He stated that there would be a Midtown Plan project update at the Council meeting. He mentioned that YMCA had vacated the City owned building and Council would be discussing the future of this building. Councilmember Esteves handed out certificates of re-appointment to Commissioners Mary Banick and Joanne Wood.

2.2 Council on Aging Advisory Committee

Frances Woodworth stated that the guest speaker was Jamie Buckmaster, Program Manager, for Adult Protective Services of Santa Clara County. Frances handed out an article pertaining to elder abuse. She stated that more abuse occurs this time of year than any other time of year, possibly due to job layoffs. She stated that one in seven Californian's over 60 years of age are abused. She further stated that there are various types of abuse, such as, physical, mental, and financial. If you feel you are being abused or know of a person being abused, you should contact Adult Protective Services.

2.3 AARP

Joanne Wood stated that the AARP meeting would be held on Thursday, February 21st, at the Adobe, beginning at 1:30pm. They will have a panel discussion on senior needs and concerns. She further mentioned that they would have a food booth at the Arbor Day event.

2.4 Nutrition Site Council

Joyce Dovlet mentioned that she would like the tables moved after 1:00pm. Roseann Costibile stated that this issue was handled.

2.5 Parks, Recreation and Cultural Resources Comm.

No report.

2.6 Arts Commission

No report.

XI. Adjournment

There being no further business, Chairperson Burns adjourned the meeting at 3:13pm.

Respectfully submitted,
Cherie Cummins
Commission Secretary

**CITY OF MILPITAS
SENIOR ADVISORY COMMISSION**

Minutes:	Senior Advisory Commission
Date of Meeting:	January 15, 2002
Place of Meeting:	Milpitas Senior Center, Dance Studio

**I. CALL TO ORDER
& PLEDGE**

Vice-Chairperson Wood called the meeting to order at 1:17pm and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Jim Burns, Bal Daquigan, Carlos Fabregas, Steve Lu, Bakshish Sandhu, Joanne Wood.

Alternates Present: Laureen Ku, Frances Woodworth was seated for Serafina Diaz.

Staff Present: Kathleen Yurchak, Senior Center Supervisor

II. MINUTES

MOTION to approve the Minutes of the December 18, 2001, Commission meeting.

M/S Fabregas, Daquigan
All Ayes

III. FINANCIAL REPORT

MOTION to approve the Financial Report of December 31, 2001, as submitted.

M/S Lu, Fabregas
All Ayes

IV. CITIZENS FORUM

Art Swanson commented that all meetings should have an open forum and that AARP doesn't include an open forum at their meetings. He further stated that two minutes is too short of a time to speak during open forum.

Milo Larsen questioned when the computers would be brought back to the Senior Center. Supervisor Yurchak stated that the computer lab survey has been tallied and she is waiting for a recommendation from City Staff.

Jack Wust stated that he noticed the senior dances have been decreased and he feels that the number should be increased because he feels that attendance has increased.

Joyce Dovlet requested the commission discuss the mural. Supervisor Yurchak stated that she would agendaize for the February meeting.

Carlos Fabregas stated that someone mentioned that each commissioner should attend each of the classes offered at the

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Senior Center to see how they are operating. He further mentioned that he attended one of the Art Classes and the Citizenship Class. He felt the Art Class went very well, but the Citizenship Class may have a few problems with the Chinese not being taught enough English to pass the citizenship test.

V. ANNOUNCEMENTS/ CORRESPONDENCE

Supervisor Yurchak read the announcements as listed on the Agenda. She also announced that Bea Padovano donated \$500.00 towards the purchase of a new bulletin board for the Auditorium in memory of Lee Schowsky.

At the end of the meeting, Steve Lu requested to agendaize for the February meeting, the discussion of assigning special projects to each commissioner.

VI. AGENDA

MOTION to adopt the Agenda for January 15, 2002, Commission meeting as submitted.

M/S Lu, Fabregas

All Ayes

VII. OLD BUSINESS

Update on Senior Needs Assessment by Barbara Harison, Consultant

Supervisor Yurchak stated that Barbara Harison would not be here this afternoon because management staff is still reviewing the Needs Assessment. Staff has requested that Barbara Harison make some changes to the Needs Assessment, therefore there isn't anything finalized as of yet. She further stated that once the revisions have been made, Barbara Harison would share with the commissioners the results of the Benchmark Survey. This is tentatively scheduled for the February 19, 2002, SAC meeting.

VIII. NEW BUSINESS

1. Election of SAC Officers.

Supervisor Yurchak stated that according to the SAC Bylaws, a Chairperson, Vice Chairperson and a Treasurer will be annually selected at the first meeting of the year from the appointed members for a term of one year.

Nominations were open for Chairperson. Jim Burns and Joanne Wood were nominated.

MOTION to close the nominations for Chairperson.

M/S Lu, Daquigan

All Ayes

Jim Burns was elected as Chairperson with a 7 to 1 vote.

Nominations were open for Vice Chair. Joanne Wood, Bakshish Sandhu were nominated.

MOTION to close the nominations for Vice Chair.

M/S Daquigan, Woodworth

All Ayes

Joanne Wood was elected as Vice Chair with a 6 to 2 vote.

Nominations were open for Treasurer. Bal Daquigan was nominated.

MOTION to close the nominations for Treasurer.

M/S Lu, Woodworth

All Ayes

Bal Daquigan was elected as Treasurer with a unanimous vote.

Jim Burns took his seat as Chairperson and would lead the rest of the meeting. He thanked the commission and said kind words about former Chairperson, Albert Wang.

2. Discuss and Approve Changes to the SAC Bylaws.

Supervisor Yurchak stated that with the addition of alternates to the SAC, the Bylaws need to be revised to reflect the changes. She introduced City Clerk, Gail Blalock, who presented the changes in the Bylaws. Gail Blalock stated that for the past year the City Council had been reviewing all Commission Bylaws and they felt the need to make them consistent for all City Commissions. She further mentioned that the City Council had approved the addition of two alternate SAC commissioners with a term limit of two years. After the two years the Commissioner may request to be re-appointed or a new one will be appointed by the City Council. She continued that the Bylaws needed to be revised to reflect the addition of alternates. The Commission discussed the changes at length and the items of concern was Section 2's opening sentences and whether a serving Commissioner had to be a member of the Senior Center, and the similar verbiage for Section 2 item 2. The Commissioners will discuss this further and Gail Blalock will incorporate the other changes to the Bylaws and attend the next SAC meeting to hear the changes for Section 2 and Section 2 Item 2. The discussion and approval of the SAC Bylaws will be agendized for the February SAC meeting.

MOTION to Agendize the Discussion and Approval of the changes to the Senior Advisory Commission Bylaws for the February meeting.

M/S Woodworth, Fabregas

All Ayes

3. Discuss and Approve a Budget for SAC approved Subcommittees.

Supervisor Yurchak read the background as cited in the agenda. The subject was discussed at length.

MOTION to approve the Senior Advisory Commission approved subcommittees budget for fiscal year 2002/2003 in the amount of \$2,000.00, with the line item categories of expenditures as follows:

Printing = \$500.00

Transportation = \$500.00

Stationery = \$250.00

Telephone = \$250.00

Mailing Costs = \$500.00

M/S Lu, Fabregas

All Ayes

4. Discuss and nominate a Senior volunteer for the CPRS Annual Award Recognition Dinner.

Supervisor Yurchak read the background as cited in the agenda. The subject was discussed at length.

The Commissioners elected to nominate Mary Banick for the California Park & Recreation Society's District IV Annual Awards and Volunteer Recognition Dinner and staff will prepare and submit the nomination paperwork by the January 25, 2002 deadline.

IX. OTHER BUSINESS

1. STAFF REPORTS

1.1 Senior Center Report

Supervisor Yurchak mentioned that the potluck would be held on January 24th and the main course will be pizza and instead of watching a movie they will play Bonco. Supervisor Yurchak stated that "Fishing in the City" will be on February 24th from 8:00am to 12:00pm and encouraged the Commissioners to bring their grandchildren.

1.2 Nutrition Report

Roseann Costabile stated the Nutrition Program averaged 85 meals a day. She also mentioned that she posted a notice stating Isabelle Klaus had passed away in November. Roseann stated that Serafina Diaz had to go into a nursing home to recover from having emergency surgery and a card is being passed around for signatures.

2. LIAISON REPORTS

2.1 City Council

Supervisor Yurchak stated that Councilmember Esteves couldn't attend the meeting but had given her a report. He congratulated Steve Lu and Jim Burns for being re-elected as Commissioners for the Senior Advisory Commission. He further wanted to mention that the City of Milpitas terminated their contract with Turner Construction for the City Hall project, and therefore the completion date has been pushed out to May or June. He also mentioned that if the Commissioners are interested in having a free tree planted at their house to contact Carol Randisi. He stated that the City is planning the Fourth of July event, which will include a parade through downtown and encouraged the seniors to participate. He lastly wished the Commission a peaceful and prosperous New Year.

2.2 Police Chief Lawson

Chairperson Burns stated that Police Chief Lawson informed him that there was no significant events to report.

2.3 Council on Aging Advisory Committee

Frances Woodworth stated that Connie Corrales, the Manager of HICAP at COA provided them with brief updates on Medicare changes and distributed informational handouts regarding the subject. The guest speaker was Colleen Hudgens of Live Oak Adult Day Care.

2.4 AARP

Joanne Wood stated that AARP would be holding their first meeting of the year on January 17th at the Adobe at 1:30pm. They will have their installation of officers and discuss the programs and events for the year. She further stated that they are not happy with the National Organizations policies and procedures. They will have a HICAP representative speak at this meeting.

2.5 Nutrition Site Council

Joyce Dovlet announced that there was six people at their meeting and they are discussing getting more people interested in attending their meetings.

2.6 Parks, Recreation and Cultural Resources Comm.

No report.

2.7 Arts Commission

No report.

XI. Adjournment

There being no further business, Commissioner Burns adjourned the meeting at 3:08pm.

Respectfully submitted,

Cherie Cummins
Commission Secretary